

QUOTATION ENQUIRY

No:-IIT Mandi/ PUR-24/2011/1229

Date: 23.06.2011

Quotations are invited in sealed envelope for the purchase of the following items as per specifications mentioned: -

Sl. No.	Particulars	Quantity
1.	<p>Class room Bench and Desk (3 Seater) Dimensions & Shape/Look: - As shown in figure 'A'. Width = 1500 mm. Depth = 895mm Height = 750 mm</p> <p>Integrated in design, having seating capacity for 3 students on each unit, the back and seat should be ergonomic to have max. comfort. The frame to be made as per the figure 'A' made of 18 gauge MS square pipe of 25X25 mm, while frame properly painted with smooth finish. The table top, book self, setting and back to be made of 18 mm MDF pre laminated board duly rounded smooth edged with PVC edge band/post forming.</p> <p>Hooks: - Two no. of hooks of superior quality & matching with the frame colour of the desk for hanging the students bags etc. to be fitted.</p>	40 nos.

The last date & Time of receipt of quotation is **30th June 2011 at 11.00AM.**

Quotations will be opened on **30th June 2011 at 11.30 AM** at the Administrative block.

Representatives of the firm(s) may be present at the time of opening the quotation if they so desire. The quotations should bear full details and where ever possible, be duly supported with catalogues, pamphlets, literature as the case may be for comparing the quality and rates of the item. The following instructions should be strictly observed for submitting the quotations failing which the quotations shall be liable for rejection.

1. The quotations should be submitted on printed pad preferably with sales tax and PAN number of the firm.
2. The quotations shall be submitted at the Administrative Block in a sealed envelope duly marked "Quotation against enquiry no. ____ dated ____ due on ____" on the corner of the envelope.
3. Quotation received after closing date/time will not be considered.
4. The rates quoted should include transportation costs upto Mandi clearly mentioning the percentage/rate of Sales Tax / VAT or all other Taxes and Duties and the rates quoted should be valid for at-least one month from the date of opening of the quotation.

5. The rates must be quoted both in figures and words and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
6. While sending rates the firm shall give an undertaking to the effect that the terms/conditions mentioned in the enquiry letter against which the rates are being given are acceptable to the firm. In case the firm does not give this undertaking their rates will not be considered.
7. Period required for Delivery should be mentioned.
8. The whole supply as per order shall have to be completed within the time mentioned in the order failing which the Department shall have the right to accept or reject any quantity of goods ordered.
9. Normally, payment will be made on receipt of material and check with regard to quality and quantity of the material supplied and on submission of pre-receipted bill by the firm.
10. The quantity shown against each item is approximate and may vary as per demand of the department at the time of placing the order.
11. The IIT Mandi reserves the right to reject any quotation wholly or partly without assigning any reason.

O.S.D

Class Room Bench & Desk (3 Seater)
(The picture is for reference only)

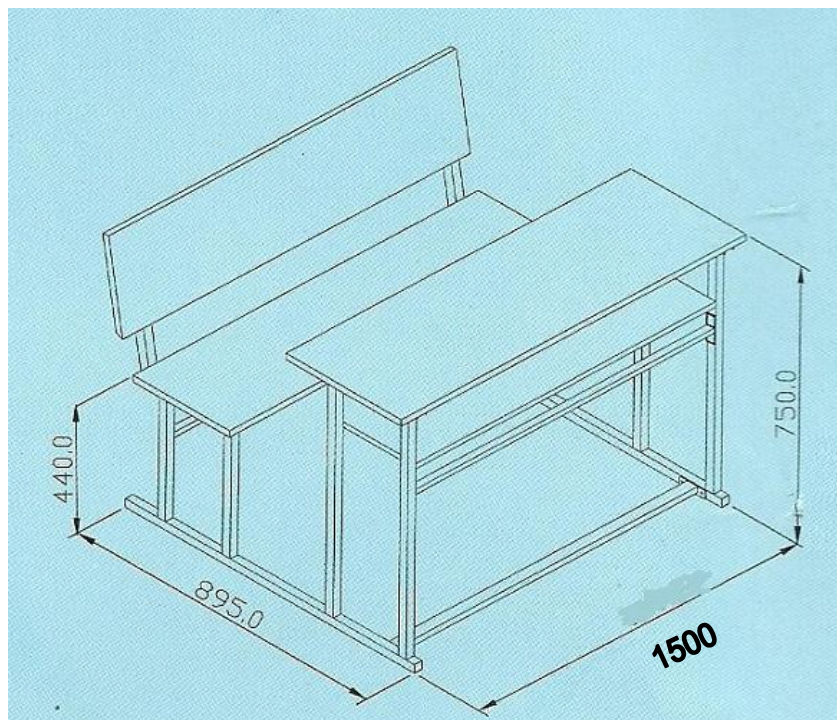


Figure 'A'